



JEFFERSON COUNTY COUNTY ADMINISTRATOR

***REVISED 11-27-2017**

Website: jeffersoncountywi.gov

**"Jefferson County: Responsible government
advancing quality of life"**

BEN WEHMEIER
County Administrator

TAMMIE JAEGER
Administrative Secretary

MEMORANDUM

TO: Editors

FROM: Ben Wehmeier, County Administrator

DATE: November 21, 2017

SUBJECT: JEFFERSON COUNTY Meetings – Week of November 27, 2017

November 27, 2017 Monday	Planning and Zoning Committee	8:30 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 203, Jefferson
	Drainage Board	11:00 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 202, Jefferson
November 28, 2017 Tuesday	Human Resources Committee	8:00 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 202, Jefferson
	Jefferson County Library Board	5:00 p.m.	Johnson Creek Public Library 125 Lincoln St, Johnson Creek
November 29, 2017 Wednesday	*Administration and Rules Committee	8:30 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 205, Jefferson
	Board of Health	1:00 p.m.	Health Department Conference Room 1541 Annex Rd, Jefferson
November 30, 2017 Thursday	No Scheduled County Meetings		
December 1, 2017 Friday	No Scheduled County Meetings		
December 2, 2017 Saturday	No Scheduled County Meetings		
December 3, 2017 Sunday	No Scheduled County Meetings		

AGENDA
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE
DECISION MEETING

Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel

ROOM 203, COUNTY COURTHOUSE
311 S. CENTER AVE., JEFFERSON, WI 53549
8:30 A.M. ON MONDAY, NOVEMBER 27, 2017

1. Call to Order
2. Roll Call (Establish a Quorum)
3. Certification of Compliance with the Open Meetings Law
4. Approval of the Agenda
5. Public Comment (Not to exceed 15 minutes and not to include petitions slated for decision-members of the public who wish to address the Committee on specific agenda items must register their request at this time)
6. Approval of October 30, November 10 and November 16 Committee Meeting Minutes
7. Communications
8. October Monthly Financial Report for Land Information Office ó Andy Erdman
9. Discussion and possible action to Approve Pictometry Aerial Photography Acquisition Contract, Spring 2018 ó Andy Erdman
10. November Monthly Financial Report for Zoning ó Rob Klotz
11. Discussion on Comprehensive Plan Update Due September, 2020
12. Discussion on Agricultural Preservation and Land Use Plan Update Due December 31, 2021
13. Discussion on Jefferson County Zoning Ordinance as a Result of Plan Update, Due December 31, 2022
14. Discussion on Flood Event Responsibilities-Substantial Damage Reporting and FEMA Requirements
15. Discussion on Comprehensive Emergency Management Plan Requirements
16. Department Succession Planning and Designee for the Following:
 - a. Issuing Zoning and Land Use Permits
 - b. Signing Certified Survey Maps/Subdivision Plats
 - c. Overseeing All Ordinance Functions, Including Zoning, Subdivision, Citation and Floodplain Ordinances
17. Discussion and Possible Action on Pending Legislation
18. Discussion and Possible Action on Request by Jim Bender to Allow Land Transfer at N8201 County Road G, Town of Waterloo, Without Going Back Through Public Hearing, and to Allow With/Without Certified Survey Map Correction or Deed Transfer
19. Discussion and Possible Action on Petition R3997A-17 for David & Nancy Last on PIN 032-0815-1544-000 in the Town of Watertown, Presented in Public Hearing on August 18, 2017 and Subsequently Postponed by the Planning and Zoning Committee for Revision
20. Discussion and Possible Action on Petitions Presented in Public Hearing on November 16:

FROM A-1. EXCLUSIVE AGRICULTURAL TO A-3, AGRICULTURAL/RURAL RESIDENTIAL

R4014A-17 ó David Hughes: Rezone in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance to create a 4.25-acre farm consolidation lot around the home at W9122 London Rd, Town of Lake Mills, on PIN 018-0713-3221-000 (40 Acres). (Petitioner not present at public hearing.)

R4015A-17 ó Rita Marty: Create a 1.23-acre lot around a pre-1978 home at W9554 Britzke Rd and a vacant 1.12-acre building site nearby, both from PIN 018-0713-3131-000 (15.7 Acres) in the Town of Lake Mills. This is being done in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4016A-17 ó Kennedy-Paus Trust: Create a 2.3-acre building site on County Road G from part of PIN 030-0813-2431-001 (15.7 Acres) in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. The site is in the Town of Waterloo.

FROM A-1, EXCLUSIVE AGRICULTURAL TO A-3, AGRICULTURAL/RURAL RESIDENTIAL AND FROM A-3 TO A-1

R4017A-17 ó Steven and Dyan Pasono: Reconfigure an existing A-3 lot on Ridge Ln, removing 0.633 acre from its north (PIN 012-0816-1042-003ô 2 Ac) and adding 0.633 acre to its south from PIN 012-0816-1042-001 (21.476 Ac). The site is in the Town of Ixonia. This proposal is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

FROM A-3, AGRICULTURAL/RURAL RESIDENTIAL TO A-2, AGRICULTURAL AND RURAL BUSINESS WITH
CONDITIONAL USE

R4018A-17 & CU1932-17 ó David T Beres/D Thomas Landscaping LLC Property: Rezone in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance to create a 2.17-acre A-2 zone with conditional use to allow for storage of contractor's equipment and materials as well as storage of other non-farm equipment at W158 Concord Center Drive. The site is in the Town of Concord, on PIN 006-0716-1344-002 (3.58 Ac).

FROM A-1., EXCLUSIVE AGRICULTURAL TO N, NATURAL RESOURCE

R4019A-17 ó Theresa Huebner/Edward Schutten Property: Rezone in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance to create an 11.5-acre N zone to be added to adjoining property at N5086 County Road P.. The site is in the Town of Concord on PIN 006-0716-3142-000 (13.582 Ac).

FROM COMMUNITY TO INDUSTRIAL

R4020A-17 ó Brian Statz: Rezone in accordance with Sec. 11.04(f)4 of the Jefferson County Zoning Ordinance to allow production of fabricated metal products on PIN 014-0615-0314-037 (0.37 ac) along US Highway 18 in the Town of Jefferson.

FROM A-1, EXCLUSIVE AGRICULTURAL TO A-2, AGRICULTURAL AND RURAL BUSINESS

R4021A-17 ó David Christian/Dakalomi LLC Property: Rezone 0.19 acre of PIN 006-0716-1411-001 (3.209 Ac) to add it to adjoining A-2 zoned property at W594 County Road B in the Town of Concord. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

FROM A-2, AGRICULTURAL AND RURAL BUSINESS TO A-1, EXCLUSIVE AGRICULTURAL

R4022A-17 ó David Christian/Lars & Joan Anderson Property: Rezone 0.15 acre of PIN 006-0716-1411-002 (1.091 Ac) to add it to adjoining A-1 zoned property near County Road B in the Town of Concord. This is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance.

FROM A-3, AGRICULTURAL/RURAL RESIDENTIAL APPROVED TO A-1, EXCLUSIVE AGRICULTURAL

R4023A-17 ó David Christian/Jeffery & Jennifer Gaal Property: Rezone 0.39 acre of PIN 006-0716-1411-003 (3.756 Ac) to add it to adjoining A-1 zoned property near County Road B in the Town of Concord. This is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance.

CONDITIONAL USE PERMIT APPLICATIONS

CU1933-17 ó Kathy Branch/Richard W Prisk Jr Property: Conditional use to allow farm-type animals in a Residential R-2 zone at N1024 Old 26 Road. This property is in the Town of Koshkonong, on PIN 016-0514-1943-003 (2.1 Ac). This request is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance.

CU1934-17 ó Richard Schauer: Conditional use in accordance with Sec. 11.04(f)1 of the Jefferson County Zoning Ordinance to allow an extensive on-site storage structure across from W1378 South Shore Drive on PIN 024-0516-3311-004 (0.289 Ac). This R-1 zoned property is in the Town of Palmyra.

22. Upcoming Meeting Dates
December 15, 8:00 a.m. - Site Inspections Beginning in Courthouse Room 203
December 21, 7:00 p.m. ó Public Hearing in Courthouse Room 205
January 8, 2018, 8:30 a.m. - Decision Meeting in Courthouse Room 203
January 12, 8:00 a.m. - Site Inspections Beginning in Courthouse Room 203
January 18, 7:00 p.m. ó Public Hearing in Courthouse Room 205
January 29, 8:30 a.m. - Decision Meeting in Courthouse Room 203

23. Adjourn

If you have questions regarding the petitions, please contact the Zoning Department at 920-674-7131. Petition files referenced on this agenda may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday, excluding holidays. Materials covering other agenda items can be found at www.jeffersoncountywi.gov.

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 at least 24 hours prior to the meeting so that appropriate arrangements can be made.

A digital recording of the meeting will be available in the Zoning Department upon request.

JEFFERSON COUNTY FARM DRAINAGE BOARD
Monthly Board Meeting
Jefferson County Courthouse
311 S. Center Avenue, Room 202
Jefferson, WI 53549

November 27, 2017

Meeting to Begin Immediately after Adjournment of the
Drain 44 Landowners' Meeting (approximately 11:00 a.m.)

AGENDA

1. Call meeting to order
2. Review of State Drain Board Meeting in Portage
3. Drain 44 Action following landowners' meeting
4. Drain 36 Update on engineering report
5. Drain 15 Update on lawsuit- Town of Lake Mills
6. Drain 20 Update on cleaning of drain- Andy's Excavating
7. Drain 14C Update of culvert installation
8. Drain 14B Current status of cleaning
9. Status of annual report
10. Pay bills
11. Motion to adjourn

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

**Agenda - Human Resources Committee
Jefferson County Courthouse
311 S Center Ave, Room 202
Jefferson, WI 53549**

Tuesday, November 28, 2017 @ 8:00 a.m.

Committee Members: James Braughler, Chair; Greg David; Jim Mode, Vice Chair; Michael Wineke; Lloyd Zastrow, Secretary

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Public comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time)
6. Approval of October 17, 2017, Human Resources Committee Minutes
7. Communications
8. Discussion and possible action to amend Personnel Ordinance HR0360, Hours of Work, Overtime and Compensatory Time
9. Convene in closed session pursuant to section 19.85 (1)(e) Wis. Stats. for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, for the purpose of:
 - a. Reviewing vendor proposals to conduct an employee classification/compensation study and selection method
 - b. Interviewing potential firms to conduct an employee classification/compensation study (30 minutes each)
 - i. Vendor A (8:30 a.m.)
 - ii. Vendor B (9:00 a.m.)
 - iii. Vendor C (if needed) (9:30 a.m.)
 - iv. Vendor D (if needed) (10:00 a.m.)
 - c. Discussing negotiating strategy for agenda items a. and b.
10. Reconvene in open session for discussion and possible action regarding items discussed in closed session
11. Review of September and October, 2017, Monthly Financial Report for Human Resources and Safety
12. Report from Human Resources Director:
 - a. October, 2017, monthly accomplishments and goals
 - b. Vacant position requests
 - c. Emergency Help requests
 - d. Leave of Absence requests
 - e. Additional Steps and/or Benefits provided to employees
13. Set next meeting date and agenda items
14. Adjournment

Next scheduled meeting: Tuesday, December 19, 2017 at 8:30 a.m.

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

Jefferson County Library Service

% Dwight Foster Public Library
Mailing Address: 209 Merchants Avenue
Fort Atkinson, WI 53538

Jefferson County Library Board Meeting

Meeting Location:
Johnson Creek Public Library
125 Lincoln Street
Johnson Creek, WI 53038
Tuesday, November 28, 2017
5:00 p.m.

Agenda

1. Call to Order
2. Introduction of Eric Robinson, Director of Dwight Foster Public Library, and Trustee Mark Elworthy, Whitewater Unified School District
3. Recognition of Service for Outgoing Trustee Sue Hartwick, Retiring Johnson Creek Library Director Luci Bledsoe, and Former Dwight Foster Public Library Director Kelly TerKeurst
4. Approval of Minutes of July 26, 2017 Meeting
5. Comments from the Public
6. Correspondence
7. Administrator's Report – Eric Robinson
8. Report from Library System Representative
9. Report from Library System Director – Connie Meyer
10. New Business
 - a. Planning for 2018 - Discussion
 - b. Reports from County Libraries - Discussion c. Future Meeting Dates – Discussion
 - d. Adjournment

Following the meeting, please join us to celebrate both Sue and Luci's significant contributions to Jefferson County library services. Light refreshments provided.

AGENDA

***Revised 11-27-2017**

Administration & Rules Committee

**Jefferson County Courthouse
311 S. Center Avenue
Jefferson, WI 53549**

Wednesday, November 29, 2017, Room 205, 8:30 a.m.

Committee Members

Amy Rinard, Chair; Jim Braughler, Vice-Chair; Steve Nass, Secretary; Jennifer Hanneman; Jim Schroeder

1. Call to Order
2. Roll Call
3. Certification of Compliance with Open Meetings Law
4. Review of Agenda
5. Public Comment (Members of the public who wish to address the committee on specific agenda items must register at this time)
6. Approval of October 31, 2017 Committee meeting minutes
7. Approval of October 24, 2017 and November 14, 2017 County Board minutes
8. Communications
9. Discussion and possible action on Resolution . Supporting reform to Wisconsin\$ eminent domain laws (referred from County Board)
- *10. Discussion and possible action on developing a procedure for reviewing and acting on resolutions involving pending state legislative amendments**
11. Financial Reports (October)
 - a. Clerk of Courts
 - b. Corporation Counsel
 - c. County Administrator
 - d. County Board
 - e. County Clerk
 - f. Register of Deeds
12. Update on Strategic Plan
13. County Administrator\$ monthly report
14. Discussion and possible action on tentative future meeting schedule and agenda items.
15. Adjourn

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Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.



Jefferson County Health Department

1541 Annex Road ♦ Jefferson, WI 53549 ♦ 920-674-7275 (Phone) ♦ 920-674-7477 (FAX)

www.jeffersoncountywi.gov

Jefferson County Board of Health Agenda

Health Department Conference Room

1541 Annex Road, Jefferson, WI 53549

Wednesday, November 29, 2017

1 p.m.

Board Members

Marie Wiesmann, RN, BSN, Chair; John McKenzie; Vice-Chair, Ed Morse, Secretary; Dick Schultz; Don Williams, MD

1. **Call to order**
2. **Roll Call/Establishment of a Quorum**
3. **Certification of Compliance with the Open Meetings Law**
4. **Approval of the Agenda**
5. **Approval of Board of Health Minutes for September 20, 2017**
6. **Communications**
 - a. Communications from Anita Martin
 - b. Communications from Ixonia Residents
 - c. Communication from John Holevoet
7. **Public Comment** (Members of the Public who wish to address the Board on specific agenda items must register their request at this time)
8. **Presentation by Anita Martin on Proposed Public Health Ordinance**
9. **Review of Health Department Financial Report**
 - a. Review and Discussion of Income Statement
 - b. Discussion of 2018 Budget
10. **Operational Update of the Environmental Health Program**
11. **Discussion of Public Health Preparedness Program**
 - a. Recovery Action Team Training
 - b. Recent Exercises
 - c. Meetings with UW-Whitewater
 - d. Update of Health Department Emergency Policy
12. **Discussion of Public Health Program**
 - a. Review of Statistics
 - b. Review of Communicable Disease Cases Reported
 - c. Parents as Teachers Program Update
 - d. Signing of Appreciation Letters
 - e. Title X Grant Application (State)
 - f. Invitation to Greater Watertown Community Health Foundation December 11th Summit
Healthy Child, Thriving Communities - Tomorrow's Workforce Develops Today
13. **Discussion of Health Department Monthly Report**
14. **Discussion and Possible Action to Meet Quarterly in 2018 (February, May, August, November)**
15. **Adjourn**

Next Scheduled Meetings: All Wednesdays – January 17, 2018 and March 21, 2018

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 24 hours prior to the meeting so appropriate arrangements can be made.